

Taylor County Public Library  
Board Meeting Minutes  
June 18, 2018

The meeting was called to order at 12:03 pm. Present were President Leigh Ann Sadler, Vice President Laura Wilds, Secretary Donna Gaddis, Treasurer Eddie Hazelwood, and Dave DeBrot. Also present were Director Tammy Snyder, Office Manager Julie Sterchi, Regional Librarian Marsha Griffith, and guest Faye Howell.

Approval of minutes from last meeting. Motion by Hazelwood, second by Gaddis, all approved.

**Treasurer's Report**

Taylor County Bank – acct # 8002541, operating checking	\$1,098,837.69
Taylor County Bank – acct # 8601674, money market	\$ 392,093.78
Taylor County Bank – acct # 6014755, memorial fund	\$ 10,566.68
Taylor County Bank – acct # 8027625, debit card acct	\$ 3,320.52
Taylor County Bank – acct #8 027706, grant acct	\$ 6,051.29
Fort Knox Federal Credit Union – Certificate of Deposit	\$ 153,552.17*
United Citizens Bank of Central KY – Certificate of Deposit	\$ 150,000.00*
Citizens Bank & Trust – acct # 5000653, money market (3/28/18)	\$ 69,227.21
Citizens Bank & Trust – Certificate of Deposit (early withdrawal)	\$ <u>300,000.00*</u>
Total as 5/30/18	\$2,183,649.34

\*Face amount

**Treasurer's Report and Payment Vouchers**

Treasurer's report presented by Hazelwood. He reported that interest rates are up and that by moving some of our accounts to a different institution, the funds could draw substantially more interest income. He will confirm that the funds would be covered by FDIC, will give the current institutions the opportunity to offer their best rate before a final decision to move is made. Approval of report and vouchers--motion by Gaddis, seconded by Hazelwood, all approved.

**Public Comment**

Faye Howell informed that at the most recent Chamber luncheon TCPL received accolades for Pickin' in the Park. She also reports that the Friends of the Library will be providing school supplies to pre-K and Kindergarten classrooms in Taylor County and Campbellsville School Districts.

**Circulation Report**

Circulation report presented by Snyder. Numbers are up again, as was the door count. Audio book usage is markedly up, so Snyder informed that we are looking into a platform that would allow TCPL exclusive usage of a large database of books for our patrons.

**Open Issues**

Regarding policy reviews, Snyder passed out hard copies of employee policy revisions in addition to the emailed copies she had sent, so that members can make notations of their input. Employee policy revisions will be discussed at the July meeting. Revisions for the library/patron policy will be reviewed and distributed in the same manner at the July board meeting for discussion at the August meeting.

Summer Reading Program is going well.

The RIO project is underway! Outreach Programmer Kelsie Pepper will begin June 19<sup>th</sup> meeting with Taylor County Detention Center inmates to deliver a program on the importance of early childhood literacy and to record inmates reading to their children. These recordings along with a copy of the book will be given to the Resource Offices in the school systems to deliver to the child.

Received Kerr Office Plus' quote on replacing the two copier/printers. Buying outright with a maintenance agreement (with trade-in of our current machines) is more than \$2,000 less than a 60-month lease, so Hazelwood made a motion to buy outright. Gaddis seconded. All approved.

### **New Business**

Snyder proposed amending the current 2017-18 budget line of Collection Materials from \$103,500.00 to \$113,500.00. Sadler made a motion to amend, Hazelwood seconded. All approved. Snyder will make the necessary amendment changes on DLG website by June 30<sup>th</sup> deadline.

Jessie Yate will be leaving TCPL on July 31<sup>st</sup> to pursue her own business fulltime. Snyder is interviewing for a new adult programmer in-house first. If a suitable candidate is not found in-house, an advertisement will be placed by June 22<sup>nd</sup>.

Campbell, Myers, and Rutledge's audit bid is \$5,100.00. Snyder proposed to accept the bid and sign preliminary documents. Hazelwood made a motion to accept, Gaddis seconded. All approved.

Snyder discussed adding RB Digital Audio Platform at a cost of \$500.00 per year as an alternative digital resource. This would provide 250 adult multi-access eAudio titles exclusively to TCPL patrons, decreasing checkout wait times on titles.

Snyder asked that the next TCPL Board meeting be bumped one week later—July 16th, as she will be in the process of moving on July 9th. Leigh Ann motioned to change the date, Donna seconded. All approved.

Meeting went into executive session at 1:13 to review proposed staff salaries and approve tentative 2018-2019 fiscal budget for a final draft.

Next regular meeting date is July 16, 2018, at 12:00 noon.

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Donna Gaddis, TCPL Board Secretary